

**Northwest Indiana Public Broadcasting, Inc.**  
**Lakeshore Public Television (WYIN-56) and Lakeshore Public Radio (WLPR 89.1 FM)**  
**EEO PUBLIC FILE REPORT**  
**4/1/12 – 3/21/13**

This report contains the following information:

1. A list of all full-time vacancies filled by the stations during the past year (Appendix 1, first column).
2. For each such vacancy, the recruitment sources utilized to fill the vacancy, including, if applicable, organizations that have requested and are therefore entitled to notification (Appendix 1, second column).
3. The recruitment source that referred the person hired for each full-time vacancy (Appendix 1, third column).
4. Data reflecting the total number of persons interviewed for full-time vacancies and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies (Appendix 2), and
5. A list and brief description of outreach initiatives (Appendix 3).

Please note that the numbers listed on Appendix 2 under the column entitled “Positions for Which This Source Was Utilized” refer to the number of the job positions listed on Appendix 1.

For purposes of the report, a vacancy was deemed “filled” when the person reports to work. A person was deemed “interviewed” whether in person or over the telephone.

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**APPENDIX 1. VACANCY LIST**

See Appendix 2 for Master Recruitment Source List

	<b>Job Title</b>	<b>Recruitment Sources (RS) Used to Fill this Vacancy</b>	<b>RS Referring Hiree</b>
<b>1</b>	Membership Coordinator	1, 2, 3, 4, 6, 7, 11-61, 64	2
<b>2</b>	Radio Account Executive #1	1, 2, 4, 6, 7, 11-61	1
<b>3</b>	Executive Assistant to the President	1, 2, 4, 6, 7, 11-61	1
<b>4</b>	Human Resources Manager	1, 2, 4, 6, 7	7
<b>5</b>	Producer/Director	2, 3, 5, 6, 7, 8, 62	6
<b>6</b>	Vice President, Development & Public Relations	1, 2, 3, 4, 6, 7, 62, 64-66	7
<b>7</b>	Radio Account Executive #2	1, 2, 4, 6, 7	2
<b>8</b>	Public Relations Coordinator	1, 2, 3, 4, 6, 7, 55-58, 64-66	2
<b>9</b>	Senior Engineer	2, 3, 5, 6, 7, 62-65	2
<b>10</b>	Assistant Production Manager	2, 3, 5, 6, 7, 8, 62	6
<b>11</b>	Assignment Editor	2, 3, 6, 7, 8, 62	7

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**APPENDIX 2. MASTER RECRUITMENT SOURCE LIST**

Source Entitled to Vacancy Notification	No. of Interviewees Referred by Recruitment Source over 12 months	Positions for Which This Source Was Utilized	RS#	Organization & Address
No	19	1, 2, 3, 4, 6, 7, 8	1	Northwest Indiana Times Barb 219-933-5627 2080 N. Main Street, Crown Point, IN 46307 (*See RS#4 for partnership with Monster.com website listings)
No	10	1, 2, 4, 5, 6, 7, 8, 9, 10, 11	2	Lakeshore Public Television Website Tom McDonald 219-756-5656 <a href="http://www.lakeshoreptv.com">www.lakeshoreptv.com</a>
No	1	1, 5, 6, 8, 9, 10, 11	3	Indiana Broadcasters Association Gwen Piening 3003 E. 98 <sup>th</sup> St., Ste. 161, Indianapolis, IN 46280 (317)573-0119 <a href="http://www.indianabroadcasters.org">www.indianabroadcasters.org</a>
No	3	1, 2, 3, 4, 6, 7, 8	4	Monster Worldwide, Inc. 5 Clock Tower Place, Suite 500 Maynard, MA 01754 <a href="http://www.monster.com">www.monster.com</a>
No	4	5, 9, 10	5	ProductionHUB.com 801 W. Fairbanks Ave., Winter Park, FL 32789 <a href="http://www.productionhub.com">www.productionhub.com</a>
No	3	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11	6	Internal Posting
No	9	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11	7	Word of Mouth
No	1	5, 10, 11	8	TV Jobs.com <a href="http://www.tvjobs.com">www.tvjobs.com</a>
No	1	4	9	Zip Recruiter 1453 3 <sup>rd</sup> Street Promenade Santa Monica, CA 90401 (800)557-9015 <a href="http://www.ziprecruiter.com">www.ziprecruiter.com</a> online ad placement only candidate indicated as source although station does not does not utilize
No	1	3	10	CareerBuilder 200 N. LaSalle Street, Suite 1100 Chicago, IL 60601 (773)527-3600 <a href="http://www.careerbuilder.com">www.careerbuilder.com</a> candidate indicated as source although station does not does not utilize
No	0	1, 2, 3	11	AK SmithCareer Center Martin Buechley 817 Lafayette Street, Michigan City, IN 46360 219-873-2120

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<b>Source Entitled to Vacancy Notification</b>	<b>No. of Interviewees Referred by Recruitment Source over 12 months</b>	<b>Positions for Which This Source Was Utilized</b>	<b>RS#</b>	<b>Organization &amp; Address</b>
No	0	1, 2, 3	12	Abraham Lincoln Center-Bridge to Work Randall Ward/John Grant 700 East Oakwood-5 <sup>th</sup> Floor, Chicago, IL 60653 773-451-1300
No	0	1, 2, 3	13	Ada South McKinley Community Center Demetrius Daniels 1863 South Wabash, Chicago, IL 60616 312-326-1229
No	0	1, 2, 3	14	American Association of Retired Persons-Senior Community Service Leona Stasko 6111 Harrison Street, Suite 306, Merrillville, IN 46410 219-980-2723
No	0	1, 2, 3	15	American Federation of Radio and Television Artists Eileen Willenborg One East Erie, STE 650, Chicago, IL 60611 312-573-8081
No	0	1, 2, 3	16	American Women in Radio and Television Karen Volkman 400 East Ohio Street, Chicago, IL 60611 312-220-1062
No	0	1, 2, 3	17	Archdiocese of Chicago Outreach Programs Pat Schmidt 155 East Superior, Chicago, IL 60611 312-751-7999
No	0	1, 2, 3	18	Black Broadcasters Alliance Sherman Kizart 205 North Michigan Avenue, Chicago, IL 60601 312-421-4803
No	0	1, 2, 3	19	Boys and Girls Club James Cannon 6245 South Wabash, Chicago, IL 60637 773-373-2799
No	0	1, 2, 3	20	Career Works, Inc. Gloria Johnson-Ester 200 N. Michigan Ave., STE 407, Chicago, IL 60601 312-759-0051
No	0	1, 2, 3	21	Chicago Department of Aging Lynn Roberson 510 North Peshtigo Court, Chicago, IL 60611 312-744-1022
No	0	1, 2, 3	22	Chicago Minority Business Development Council Mary Pickney 11 South LaSalle, STE 850, Chicago, IL 60603 312-263-0280
No	0	1, 2, 3	23	Chinese-American Service League, Inc. Lucy Jiang 310 West 24 <sup>th</sup> Place, Chicago, IL 60616 312-791-0509

## **APPENDIX 2. MASTER RECRUITMENT SOURCE LIST**

<b>Source Entitled to Vacancy Notification</b>	<b>No. of Interviewees Referred by Recruitment Source over 12 months</b>	<b>Positions for Which This Source Was Utilized</b>	<b>RS#</b>	<b>Organization &amp; Address</b>
No	0	1, 2, 3	24	College-Calumet College of St Joseph 2400 New York Avenue, Whiting, IN 46394 312-895-6301
No	0	1, 2, 3	25	College-Career Colleges of Chicago 11 East Adams Street, Chicago, IL 60603 312-895-6301
No	0	1, 2, 3	26	College-Columbia Collete, Chicago Career Planning and Placement-Matt Green 600 South Michigan, Chicago, IL 60605 312-344-7281
No	0	1, 2, 3	27	College-Commonwealth Business College Placement Service 1000 E 80 <sup>th</sup> Place, STE 101 N, Merrillville, IN 46410 219-769-3321
No	0	1, 2, 3	28	College-Ivy Tech Community College Crystal Trout 2401 Valley Drive, Valparaiso, IN 46383 219-464-8515
No	0	1, 2, 3	29	College-Kaplan College Michael Avoutar 7833 Indianapolis Blvd., Hammond, IN 46324 219-989-4640
No	0	1, 2, 3	30	College-Kennedy-King College Kathleen Welch 6800 S. Wentworth Avenue, Chicago, IL 60602 312-922-1884
No	0	1, 2, 3	31	College-Prairie State College Tanya Norfleet 202 Halsted Street, Chicago Heights, IL 60411 708-709-3772
No	0	1, 2, 3	32	Cook County President's Office of Employment Training Dr. Francis Muthu 69 West Washington St, STE 2860, Chicago, IL 60602 3120-603-0228
No	0	1, 2, 3	33	Employment Associates Group Carol Bullard 1526 Otto Boulevard, Chicago Heights, IL 60411 708-756-2330
No	0	1, 2, 3	34	Everybody Counts, Inc. Job Placement 9111 Broadway, Broadfield Ctr, Merrillville, IN 46410 219-769-5325
No	0	1, 2, 3	35	Gary Workforce Development Center Job Placement 1776 W. 37 <sup>th</sup> Avenue, Gary, IN 46408 219-981-1520
No	0	1, 2, 3	36	Goodwill Department of Employment Services Mary Darnell 4209 Franklin Street, Michigan City, IN 46360 219-878-1935

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Source Entitled to Vacancy Notification	No. of Interviewees Referred by Recruitment Source over 12 months	Positions for Which This Source Was Utilized	RS#	Organization & Address
No	0	1, 2, 3	37	Hammond Area Career Center Cindy Lewis 5727 South Sohl Avenue, Hammond, IN 46320 219-933-2428
No	0	1, 2, 3	38	Hammond Work Force Development Job Service 5217 Hohman Avenue, Hammond, IN 46320 219-933-8332
No	0	1, 2, 3	39	Illinois Department of Employment Security Alex Andreucci 1010 Dixie Highway, Chicago Heights, IL 60411 708-709-3000
No	0	1, 2, 3	40	Indiana Workforce Development Department D Sherrell Sagamore Centr,300 Legacy Plz.W, LaPorte, IN 46350 219-3621511
No	0	1, 2, 3	41	Jewish Vocational Service Job Placement 1 South Franklin St., Chicago, IL 60606 312-346-6700
No	0	1, 2, 3	42	Jobs Corps Maira 230 S. Dearborn St., 6 <sup>th</sup> FL, Chicago, IL 60604 312-353-1311
No	0	1, 2, 3	43	Lake County Public Welfare Rebecca or Cheryl 1671 E. 37 <sup>th</sup> Avenue, Hobart, IN 46342 219-942-8610
No	0	1, 2, 3	44	League of United Latin American Citizens Ricardo Paz 3240 West 76 <sup>th</sup> Place, Merrillville, IN 46410 219-769-0052
No	0	1, 2, 3	45	Maximus-Illinois Job Advantage Cindy Hernandez 155 N. Wacker Drive, STE 700, Chicago, IL 60606 312-782-5970
No	0	1, 2, 3	46	National Caucus & Cntr on Black Aged Inc. Geri Reed 1325 S. Wabash, Chicago, IL 60616 312-554-0466
No	0	1, 2, 3	47	Northwest Indiana Community Action Jane Hopkins 5518 Calumet Avenue, Hammond, IN 46320 219-794-1829
No	0	1, 2, 3	48	Ohio & Illinois Centers for Broadcasting Gary James 9000 Sweet Valley Drive, Valley View, OH 44125 216-447-9117

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No	0	1, 2, 3	49	Portage Workforce Development Job Placement 3190 Lancer Sq, STE 104, Portage, IN 46368 219-762-6592
No	0	1, 2, 3	50	Rainbow Push Coalition Marjorie McKinnon-Price 930 E 50 <sup>th</sup> St, Chicago, IL 60615 773-373-3366
No	0	1, 2, 3	51	Salvation Army Cheryl Lawry 4800 Harrison Street, Gary, IN 46408 219-887-6588
No	0	1, 2, 3	52	South Suburban College B. Wierzbicki/S. Drewenski 15800 S. State St, South Holland, IL 60473 708-596-2391
No	0	1, 2, 3	53	University of Chicago Lucy Gee 1212 East 59 <sup>th</sup> Street, Chicago, IL 60637 773-702-7040
No	0	1, 2, 3	54	University-DePaul The Career Center 1 East Jackson Boulevard, Suite 9500 Chicago, IL 60604
No	0	1, 2, 3, 8	55	University-Indiana University Northwest Sharese Dudley 3400 Broadway, Gary, IN 46408 219-980-6500
No	0	1, 2, 3, 8	56	University-Purdue University Calumet Job Placement 2200 169 <sup>th</sup> St, Hammond, IN 46323 219-989-2993
No	0	1, 2, 3, 8	57	University-Purdue University North Central Job Placement 1401 South US 421, Westville, IN 46391 219-785-5200
No	0	1, 2, 3, 8	58	University-Valparaiso University Lisa Grubb 1605 Campus Drive East, Valparaiso, IN 46383 219-464-5005
No	0	1, 2, 3	59	Urban League of Chicago Joan Archie 220 S. State St, 11 <sup>th</sup> Fl, Chicago, IL 60604 312-692-0766
No	0	1, 2, 3	60	Urban League of NW Indiana, Inc. Eloise Gentry 3101 Broadway, Gary, IN 46408 219-887-9621

No	0	1, 2, 3	61	Vocational Rehabilitation Job Counselor 504 Broadway, Gary, IN 46402 219-881-6746
No	0	5, 6, 9, 10, 11	62	Illinois Broadcasters Association 200 Missouri Ave. Carterville, IL 62918 (618)985-5555 <a href="http://www.ilba.org">www.ilba.org</a>
No	0	9	63	Society of Broadcast Engineers, Inc. 9102 N. Meridian Street, Suite 150 Indianapolis, IN 46260 (317)846-9000 <a href="http://www.sbe.org">www.sbe.org</a>
No	0	1, 6, 8, 9	64	Public Broadcasting Service 2100 Crystal Drive Arlington, VA 22202 (703)739-5000 <a href="http://www.pbs.org">www.pbs.org</a>
No	0	6, 8, 9	65	Corporation for Public Broadcasting 401 Ninth Street, NW Washington, DC 20004-2129 <a href="http://www.cpb.org">www.cpb.org</a>
No	0	6, 8	66	Indeed 177 Broad Street, 6 <sup>th</sup> floor Stamford, CT 06901 <a href="http://www.indeed.com">www.indeed.com</a> online ad placement only
<b>Total Interviews For Full Time Open Positions</b>	<b>52</b>			



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**APPENDIX 3. OUTREACH INITIATIVES**

#	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	<b>Training designed to enable employees to acquire skills to qualify for higher-level positions</b>	<p>Our Director of Development completed Leadership Northwest Indiana (LNI). LNI is an organization that focuses and provides leadership development for emerging and established professional throughout the Region. The program is 10 months long and culminates with a graduation ceremony in December 2012. This course enabled this employee to further develop and hone her leadership skills in addition to excellent networking opportunities with her classmates. She opted to become an Alumni Member which provides her with additional contacts with former and future LNI members of which there have been 33 courses to date. This employee was promoted to Director of Development from Sales Manager in December 2012.</p>
2	<b>Internship Program</b>	<p>Lakeshore Public Radio &amp; Lakeshore Public Television News, Production and Marketing Department internships are offered to college and high school students on an as available basis. Internships are provided without compensation. Credit hours are given to interns in accordance with school policies. Applicants must submit resume in order to be considered for internship. On the occasion that internships are not available, job shadowing is arranged on an individual basis.</p> <p>Marketing Interns – We utilized 2 interns in the year 4/1/12 through 3/21/13 from Indiana University and Valparaiso University; Two (2) high school students from area high schools interned during the summer of 2012.</p> <p>Production Department Interns-We utilized 6 interns in the year 4/1/12 thru 3/21/13 from Indiana University, Purdue University Calumet and Valparaiso University.</p> <p>News Department Interns – We utilized 6 interns in the year 4/1/12 thru 3/21/13 from Columbia University, Indiana State University, Indiana University, Purdue University and Valparaiso University.</p> <p>In addition, a high school student from Indiana Academy participated in an Apprenticeship Program. This occurred during May 2012. He worked in Programming, Master Control, News, Radio and Production helping out with various projects.</p>
3	<b>Participation in job fairs by station personnel who have substantial responsibility in the making of hiring decisions</b>	<p>Participated in the Valpo Career &amp; Internship Fair at Valparaiso University on Wednesday, February 6, 2013. The event was 6 hours long. We spoke to students and graduates regarding employment and internship opportunities. Lakeshore accepted resumes of students and graduates interested in both employment and internship with a major or minor in Communications, Broadcasting, Radio/Television/Film and Marketing. Event attended by Brandi Anstine, Director of Marketing &amp; Special Events.</p>

		<p>Participated in the 2013 All Majors Career and Internship Opportunities Fair at Purdue University Calumet on Friday, February 15, 2013. The event was 5 hours long. We spoke to students and graduates regarding employment and internship opportunities. Lakeshore accepted resumes of students and graduates interested in both employment and internship with a major or minor in Communications, Broadcasting, Radio/Television/Film and Marketing. Event attended by Brandi Anstine, Director of Marketing &amp; Special Events.</p> <p>Participated in the Spring Career Day: Career &amp; Internship Fair at Purdue University North Central on Wednesday, February 20, 2013. The event was 5 hours long. We spoke to students and graduates regarding employment and internship opportunities. Lakeshore accepted resumes of students and graduates interested in both employment and internship with a major or minor in Communications, Broadcasting, Radio/Television/Film and Marketing. Event attended by Brandi Anstine, Director of Marketing &amp; Special Events.</p>
4	<b>Events for the community designed to inform the public as to employment opportunities in broadcasting.</b>	<p>Nine (9) station tours were given to various Scout Troops (Cub, Tiger, &amp; Boy Scouts) during the period of 4/1/12 thru 3/21/13 at Lakeshore Public Television and 89.1 FM, The Lakeshore. During the tours the various jobs available in the Broadcast Industry were discussed in detail and participants on the tour are given the chance to ask specific questions of station employees concerning their jobs in broadcasting. The tour participants are taken to the studio and placed on the news set to participate in a “recording session”.</p> <p>Sponsored one (1) station tour during the period of 4/1/12 thru 3/21/13 (actual date of tour 2/13/13) at Lakeshore Public Television and 89.1 FM, The Lakeshore for high school students from Rensselaer High School. The purpose for the tour was for the students to explore careers in broadcasting. During the tours the various jobs available in the Broadcast Industry were discussed in detail and participants on the tour are given the chance to ask specific questions of station employees concerning their jobs in broadcasting. The tour participants are taken to the studio and placed on the news set to participate in a “recording session”.</p> <p>In addition, two (2) classes for Leadership Northwest Indiana were held on 5/10/12 and 11/2/12 at Lakeshore Public Television and 89.1 FM, The Lakeshore. Lakeshore hosts these classes to provide greater awareness of public media as well as assist in educating class members on proper television and radio interviews, presentation and communicating with media persons as well as career in broadcasting.</p>
5	<b>Training of management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination</b>	<p>All day training session occurred in April 2012 given by Flashpoint HR Consultants. Senior managers received training on the topic of “Principles of High Performance (Building Trust)”; All staff received training on the topic of “How to work together and be successful” as well as diversity in the workplace, conflict resolution and sexual harassment.</p>